

**Deerfield Municipal Budget Committee - Meeting Minutes**  
**November 20th, 2018**  
**Prepared by Ben Miner, MBC member**

**Call to Order/Pledge**

Began promptly at 7:00pm.

**Roll Call**

Members present

Andy Robertson, Phil Bilodeau, Ben Miner, Andrea Hotaling, Herman Pretorius,  
Jo Anne Bradbury, Zach Langlois

Excused absences

John Dubiansky  
Alden Dill

Unexcused Absences

James Spillane (1)  
David Carbone (1)

**Approval of Minutes**

Motion

- Zach Langlois moved to approve the October 20th, 2018 meeting minutes
- Seconded by Andy Robertson

Discussion

- The following corrections were added:
  - Corrected spelling of Jo Anne Bradbury's name
  - Corrected spelling of Phil Bilodeau's name
  - Added missing periods at ends of some sentences
  - Removed extra "the" on line 15

Vote

- Vote to approve the amended meeting minutes passed 7-0 (yea-nay, unanimous)

**Citizen's Comments**

Deerfield resident Kevin Verville spoke to the MBC at the microphone. Mr Verville asked the MBC to consider adding \$100,000 to the road and highway budget to address needed repairs across town. Mr Verville explained that expiring state funds were used in the past by the road agent in addition to the town's budgeted amount.

**Town Budget Review**

The following categories of the town budget were reviewed and voted on by the MBC. The Building Department and Transfer Station representative was unavailable to attend this meeting and requested that review of those categories be delayed until a later meeting.

## **Executive**

### Motion

- Zach Langlois moved to approve the bottom line as written in the amount of \$7,501
- Seconded by Phil Bilodeau

### Discussion

- None

### Vote

- Vote to approve the bottom line as written passed 7-0 (yea-nay, unanimous)

## **Cemetery Trustees**

Cemetery Trustees member Maureen Mann spoke to the MBC at the microphone and gave a high-level overview of the group's operations, this year's budget, and the various line item changes from last year.

### Motion

- Zach Langlois moved to approve the bottom line as written in the amount of \$28,000
- Seconded by Phil Bilodeau

### Discussion

- None

### Vote

- Vote to approve the bottom line as written passed 7-0 (yea-nay, unanimous)

## **Ambulance**

### Motion

- Zach Langlois moved to approve the bottom line as written in the amount of \$12,500
- Seconded by Phil Bilodeau

### Discussion

- None

### Vote

- Vote to approve the bottom line as written passed 7-0 (yea-nay, unanimous)

## **Forestry Commission**

### Motion

- Zach Langlois moved to approve the bottom line as written in the amount of \$6
- Seconded by Phil Bilodeau

### Discussion

- None

#### Vote

- Vote to approve the bottom line as written passed 7-0 (yea-nay, unanimous)

#### **Debt Services**

#### Motion

- Zach Langlois moved to approve the bottom line as written in the amount of \$1
- Seconded by Phil Bilodeau

#### Discussion

- None

#### Vote

- Vote to approve the bottom line as written passed 7-0 (yea-nay, unanimous)

#### **Supervisors of the Checklist**

Supervisors of the Checklist member Joanna Waring spoke to the MBC at the microphone and gave a high-level overview of the group's operations, this year's budget, and the various line item changes from last year including a new laptop computer.

#### Motion

- Zach Langlois moved to approve the bottom line as written in the amount of \$3,014
- Seconded by Phil Bilodeau

#### Discussion

- None

#### Vote

- Vote to approve the bottom line as written passed 7-0 (yea-nay, unanimous)

#### **Conservation Commission**

Conservation Commission member Erick Berglund spoke to the MBC at the microphone and gave a high-level overview of the group's operations, this year's budget, and the various line item changes from last year.

#### Motion

- Zach Langlois moved to approve the bottom line as written in the amount of \$3,051
- Seconded by Phil Bilodeau

#### Discussion

- None

#### Vote

- Vote to approve the bottom line as written passed 7-0 (yea-nay, unanimous)

## **Heritage Commission**

### Motion

- Zach Langlois moved to approve the bottom line as written in the amount of \$600
- Seconded by Phil Bilodeau

### Discussion

- None

### Vote

- Vote to approve the bottom line as written passed 7-0 (yea-nay, unanimous)

## **Memorial Day Fund**

### Motion

- Zach Langlois moved to approve the bottom line as written in the amount of \$600
- Seconded by Phil Bilodeau

### Discussion

- None

### Vote

- Vote to approve the bottom line as written passed 7-0 (yea-nay, unanimous)

## **Advertising / Regional Association**

### Motion

- Zach Langlois moved to approve the bottom line as written in the amount of \$4,100
- Seconded by Phil Bilodeau

### Discussion

- None

### Vote

- Vote to approve the bottom line as written passed 7-0 (yea-nay, unanimous)

## **Zoning Board**

### Motion

- Zach Langlois moved to approve the bottom line as written in the amount of \$2,932
- Seconded by Phil Bilodeau

### Discussion

- None

### Vote

- Vote to approve the bottom line as written passed 7-0 (yea-nay, unanimous)

## **Planning Board**

There was some discussion about the importance of having a member from the Planning Board meet with the MBC.

### Motion

- Zach Langlois moved to table review of the Planning Board budget until a later meeting when a representative of the board is available
- Seconded by Phil Bilodeau

### Discussion

- None

### Vote

- Vote to table the planning board review passed 7-0 (yea-nay, unanimous)

## **Old Business**

### Update - School Budget Process

MBC member Zach Langlois committee and gave the following update:

- Budget is in progress
- Number of busses has been reduced from 8 to 7
- Teacher contract negotiations in progress

## **New Business**

MBC Chair Andrea Hotaling brought up the still open position for an MBC Transcriptionist, noting that similar positions in other town governance offers a higher hourly rate--\$18/hr vs \$13/hr.

### Motion

- Zach Langlois moved to increase the hourly rate for the MBC Transcriptionist position from \$13/hr to \$18/hr
- Seconded by Phil Bilodeau

### Discussion

- None

### Vote

- Vote to approve the revised rate passed 7-0 (yea-nay, unanimous)

MBC member Andy Robertson provided a town revenue report to the committee. Mr. Robertson also mentioned that there will likely be warrant articles for 1) a new safety complex in the amount of approximately \$1.5M, and 2) a maintenance overhaul of a town dump truck.

## **Adjourn**

### Motion

- Zach Langlois moved to adjourn the meeting
- Seconded by Phil Bilodeau

### Discussion

- None

### Vote

- Vote to adjourn passed 7-0 (yea-nay, unanimous)